

City of Fort Worth, Texas Job Description

Classification Title	Gardener		
Job Code:	ST5160	Job Family:	Service Trades
Pay Grade	505	Date Reviewed:	06/25/15
FLSA Status	Nonexempt	Date Revised:	

GENERAL SUMMARY

Performs design, installation and maintenance of the Botanic Gardens and several assigned City parks. Supervises other staff and volunteers at the gardens.

ESSENTIAL DUTIES & RESPONSIBILITIES

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.

1. Performs complex manual labor tasks related to planting and maintenance of various parks. Maintains an orderly and aesthetically pleasing appearance of assigned areas.
2. Selects and applies proper fertilizer, pesticide and water for turf, shrubs, trees and flowers.
3. Operates landscape maintenance equipment including lawnmowers and hedge clippers; trims shrubs and trees with appropriate tools. Collects and removes leaves. Performs seeding and related tasks as assigned.
4. Prunes and shapes ornamental shrubs and trees. Maintains turf areas through proper mowing practices.
5. Engraves, formats and edits garden plant labels, signs and nametags.
6. Monitors and performs minor repair on irrigation systems; assists in the installation of new irrigation systems.
7. Installs landscape materials in a new area or well-developed bed. Participates in special events preparations, operations and removal.
8. Cleans and maintains tools, vehicles and equipment as appropriate.
9. Assists senior personnel.
10. Drains, cleans and treats fountains and pools.
11. Operates motorized vehicles.
12. Performs related duties as assigned.
13. Adheres to assigned work schedule as outlined in the Department and City attendance policies and procedures; ensures all behaviors comply with the City's Personnel Rules and Regulations.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of:
 - Various species of flowers, trees, shrubs and turf.
 - Common insects, diseases, weeds, and plant nutrient requirements.
 - Methods and techniques of pruning and planting.
 - Irrigation system installation and maintenance.
 - Fertilizer sprayers, seed spreaders and pesticide equipment.
 - Proper techniques and uses of a variety of hand tools and power tools.
 - General departmental policies and regulations.
 - Personal protection equipment.
 - Design elements and plant culture.
 - Plant identification and characteristics.
 - Chemical application and safety.
 - Water features and cleaning products.
- Skill in:
 - Customer service.
 - Organization, prioritization, and flexibility to changing schedules.
 - Decision-making.
- Ability to:
 - Plan long-term fertilization and pesticide application schedules.
 - Identify tree, plant and turf problems.
 - Treat with appropriate chemicals.
 - Implement mowing and irrigating schedules.
 - Perform minor repairs and maintenance on irrigation systems.
 - Prune and plant various trees and shrubs.
 - Safely and properly, operate various tools and landscaping equipment.
 - Perform manual labor tasks in extreme weather conditions.
 - Operate assigned vehicle.
 - Maintain an effective working relationship.

MINIMUM JOB REQUIREMENTS

HS diploma/GED supplemented by college-level course work in Horticulture or closely related field. Two years of responsible experience in a professional gardening or nursery environment selecting and applying pesticides, planting, and pruning.

OTHER REQUIREMENTS

Valid Texas driver's license.

Valid Texas pesticide applicator's license.

WORKING CONDITIONS

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Depending on assignment, positions in this class typically require touching, talking, hearing, seeing, grasping, standing, stooping, kneeling, crouching, reaching, walking, repetitive motions, climbing, balancing, pushing, pulling and lifting; depending on assignment. Incumbents may be exposed to moving mechanical parts, odors, dusts, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, intense noises, gases, vibrations, chemicals, oils and workspace restrictions.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Medium work – Depending on assignment, positions in this class typically exert up to 50 pounds of force occasionally, up to 20 pounds of force frequently, and/or up to 20 pounds of force constantly having to move objects.